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Approved For Release 2002/01/08 : CIA-RDP83T00573R000600070022-8

DDA 77-5418

4 OCT 1977

ODP #20/2-77

MEMORANDUM FOR: Director of Data Processing

FROM:

Chief, Management & Assessment Staff, DDA

SUBJECT: Management Objectives for Fiscal Year 1978

REFERENCES:

- a. Mult Adse Memo fm A/DDA dtd 8 Aug 77;
Subj: Directorate MBO Program for
FY 1977 & FY 1978 (DDA 77-4457)
- b. Mult Adse Memo fm C/MAS/DDA dtd 14 Sep 77;
Subj: DDA Office Management Conferences
(DDA 77-5080)

1. Mr. Malanick has completed his review of the objectives proposed for FY 1978 and has accepted as DDA Objectives those listed in Attachment A.

2. As he discussed with you at the Morning Meeting of 28 September, he intends to conduct two types of management conferences during the coming year. The first series of conferences will address "regular" objectives with each Office Director in a mode similar to that followed in the past. The second series of conferences will cover objectives involving ADP activities in which ODP has some degree of involvement. The Directors of those Offices that are concerned will meet in joint session at these management conferences.

3. The agenda for the management conferences that are scheduled for October (confirming updated schedule--Attachment B) will provide the opportunity for review of the action plans for the "regular" FY 1978 objectives and for the final report on the status of FY 1977 objectives as described in referent b.

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Administrative Internal Use
Only Upon Removal of Attachments

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4. Formulation of a pattern for the FY 1978 joint management conferences on ADP objectives has not been completed as yet. As mentioned by Mr. Malanick at his Morning Meeting, he plans to hold the ADP management conferences less frequently than the bimonthly conferences for "regular" objectives-- perhaps at 3 or 4 month intervals. Thus, it is anticipated that the first joint management conference on ADP objectives will not be held before January 1978. We will advise you of the design for the FY 1978 ADP management conferences as soon as it is finalized. 25X1A

Attachments:

- A. List of Objectives
- B. Updated Schedule

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27 September 1977

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A/DDA ACTION ON PROPOSED FY 1978 OBJECTIVES

OFFICE OF DATA PROCESSING

ACCEPTED AS DDA OBJECTIVE

	<u>REGULAR</u>	<u>ADP</u>	<u>OTHER</u>
ODP-04-77	COMIREX Automated Management System (CAMS)	ODP-19-77	PERSIGN
ODP-05-77	TADS		
ODP-09-77	Computer Plan		
ODP-10-77	SAFE		
ODP-24-78	Programming Standards		
ODP-25-78	Minicomputer Support		
OCP-26-78	ADSTAR		
TOTALS	7	1	0

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ATTACHMENT

29 September 1977

REVISED SCHEDULE
DDA MANAGEMENT CONFERENCES (REGULAR)
OCTOBER 1977

OFFICE	DATE	TIME
OF	17 October 1977	1:30
ISAS	18 October 1977	1:30
OP	19 October 1977	1:30
OMS	20 October 1977	1:30
IPS	21 October 1977	1:30
→ ODP	25 October 1977	1:30
OC	26 October 1977	1:30
OS	27 October 1977	1:30
OL	28 October 1977	1:30
MAS	31 October 1977	1:30
OTR	1 November 1977	1:30

ATTACHMENT
B

☐ UNCLASSIFIED

☐ INTERNAL
USE ONLY

☐ CONFIDENTIAL

☒ SECRET

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ROUTING AND RECORD SHEET

STATINTL

SUBJECT: (Optional)

Management Objectives for Fiscal Year 1978

ODP # 2012-77

25X1A

FROM:

C/MAS/DDA

EXTENSION

NO.

DDA 77-5418

STATOTHR

4 Oct. 77

25X1A

TO: (Officer designation, room number, and building)

DATE

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Director of Data
Processing

INFO ONLY

ABJ

Copy to C/MAS- 10/6/77.

2.

EO

Good UP

Copies to major commands.

cc: C/SPS

C/AS

DD/P

DDIA/ODP - 10/6.

(S)

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

I knew someone would
find something from
to Leon the 25th!!

ABJ